

THE LIBRARY OF VIRGINIA



ANNUAL REPORT

July 1, 2002 – June 30, 2003



Photos: Library of Virginia; Background Image: Inmates Jimmie Strother and Joe Lee recorded for the Library of Congress at the Virginia State Prison Farm in 1936. Prints and Photographs Division, Library of Congress.



VISION STATEMENT

The Library of Virginia will strive for international recognition through innovative leadership and by providing access to historic collections and information about Virginia.

MISSION

The Library of Virginia serves the library and archival needs of the government and citizens of Virginia.

OPERATING VALUES

In serving our customers—

We offer courteous and effective service.

We operate according to the highest professional and ethical standards.

We provide accurate and timely reference and research assistance.

We offer quality educational programs and training opportunities.

We anticipate the needs of the future by planning and by effectively using human and fiscal resources.

We support the vision and mission in representing publicly the Library of Virginia.

In serving each other—

We foster open communication in a supportive and trusting environment.

We work together as a team and encourage staff involvement in decision-making.

We demonstrate respect, integrity and optimism in daily working relationships.

We cooperate as individuals and in our work units to ensure the welfare of the Library as a whole.

We encourage staff to seek opportunities for training and development.

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MESSAGE FROM THE BOARD CHAIRMAN

On behalf of the Board of the Library of Virginia, it is my privilege to submit the Library's 2002-2003 Annual Report. This report covers a fiscal year marked by budget reductions that forced the layoff of 23 full-time staff and 17 part-time staff and the elimination of many popular programs. The Library examined every aspect of its budget and worked to spread the cuts as evenly as possible while ensuring that the Library's mission and long-term goals were protected.

Among the outcomes of the budget shortfall were:

- Elimination of *Virginia Cavalcade*, educational programs, all state funding for *Infopowering the Commonwealth*, the Imaging Services Program and planning money for 2007 projects;
- A 45 percent reduction in collection development funding for the purchase of books, manuscripts, journals and databases;
- End of the Virginia Center for the Book as a program of the Library of Virginia
- Closing of the reading rooms and collections to the public on Mondays;
- End of the Digital Library Project (its work remains available to researchers through the Library's web site);
- Service reductions to state agency libraries and the State Documents Depository Program; and
- Reduction by 22 percent of state funding for local libraries.

These substantial budget reductions have endangered the progress this agency has made over the last decade. The Library Board and the Library staff are committed to rebuilding the Library's revenue base and ensuring that the Library of Virginia remains a premiere research and reference library.

Through its ongoing strategic planning process the Library has thought critically about its mission and operation. It has streamlined services, evaluated expenditures, programs and services. This self-imposed scrutiny has made the actions that the Library was forced to undertake as a result of the recession and the state budget shortfall even more painful. Throughout the process every attempt was made to protect the integrity of the Library's core programs.

Our focus now must be on positioning the institution to move forward. If we are to have a future worthy of our past we must be willing to commit resources toward that goal. For nearly 175 years the Library of Virginia has preserved the manuscripts, artifacts and written heritage of our state. It is time that we, as citizens, recognize these efforts and work to ensure that the Library of Virginia receives the funding to carry out its mission and to insulate it from the unpredictability of economic fluctuations.

Sincerely,

A handwritten signature in black ink, appearing to read "Gilbert E. Butler Jr.", written in a cursive style.

Gilbert E. Butler Jr.

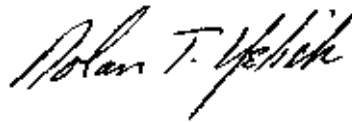
MESSAGE FROM THE LIBRARIAN OF VIRGINIA

The annual report of the Library of Virginia for the fiscal year ending June 30, 2003, reflects a year of deep budget, programming and staffing cuts. It also reaffirms the incredible will of this institution and its staff. With fewer staff and less funding, the Library provided the public with the highest level of service possible, preserved and safeguarded our incomparable archival and research collections, offered access to our collections and acquired materials that illuminate Virginia's rich history. That the Library was able to meet these goals is a tribute to a staff whose resiliency, expertise, creativity and—most importantly—hard work, allowed them to find ways to maintain the Library's services and preserve our collections.

During the past two and a half years, the Library of Virginia has experienced numerous budget cuts resulting in a nearly 30 percent permanent reduction in our general fund appropriation that threatened to undermine our mission. Despite this enormous challenge, our staff pulled together and helped thousands of Virginians access information and records, check out materials, trace their roots, and interpret the past.

As Librarian of Virginia I am privileged to serve with this dedicated staff. Together we have focused our energies and reaffirmed our commitment to our core mission. In the face of this severe economic downturn we have taken action to mitigate its impact on the Library and position the institution for even greater success when the economic cycle changes.

It is my sincere hope that the legislature and the Governor will acknowledge the key role that the archival records and collections of the Library of Virginia play in telling the story of Virginia and her role in the making of our representative democracy. The records of the General Assembly, the papers of Virginia's governors, the records of citizens both famous and ordinary are found here and they document our common history. As we near the 400th anniversary of the founding of Jamestown I challenge the leaders of Virginia to restore funding to the Library so we can continue to preserve these invaluable records that share the stories of our past and provide the information that will shape our future.



CONTINUING TO GROW

The Library of Virginia each year adds a wide range of significant materials to its manuscript, microform and printed collections. Since mid-2001, however, the challenge has remained how to sustain collection growth in the face of diminishing resources. For the 18-month period ending June 30, 2003, the collection development budget fell by more than \$500,000. The results were quickly evident. For example, the Library regretfully decided to discontinue 293 journal and magazine subscriptions. Moreover, funds for purchasing manuscript collections, rare books and other special materials dropped precipitously.

The Library continued, however, to make significant additions to its collections—conducting even closer analysis of catalogues, staggering ordering schedules when possible, and otherwise strategizing to stretch budget dollars.

The Library of Virginia Foundation continued to provide critical support for collection development. Foundation funds are especially important in sustaining the Library's program to acquire books, reports and studies directly from a wide range of small historical, genealogical and other community organizations that publish significant work in small press runs unavailable through the usual commercial book suppliers.

Archives staff accessioned a total of 886.3 cubic feet of manuscript materials, or more than 1.3 million items in fiscal year 2003. And while funds for the purchase of manuscript collections have decreased drastically, the Library and the Foundation were able to acquire several very fine collections.

Examples of purchases included a series of letters to the Reverend Abner Johnson Leavenworth (1803–1869) of Warrenton and Petersburg; a poetry book belonging to Virginia E. Price (1833–1908), including memorial verses for Civil War dead as well as a eulogy to her brother by author John Esten Cooke; a ledger (1866–1870) for Miller and Jarvis, a general store in Sandy Hook, Gloucester County; diaries for 1861–1864 by William S. Tippet detailing his service with the First Regiment West Virginia Infantry and other units as well as his imprisonment in Belle Isle; the minute book (1870–1914) for Richmond's Merchants National Bank; the Civil War papers of Andrew J. Copenhaver of Smyth County, regarding camp life and troop movements; letters (1837–1860) addressed to David Goff, primarily in his capacity as Commissioner of Delinquent and Forfeited Lands for Randolph County, (West) Virginia; the daily journal for July 1869 through February 1870 documenting Norfolk-area lighthouse service and the activities of the buoy-tender schooner *William F. Martin*; the records (1856–1885) of the Franklin Society and Library Company of Lexington; and the papers (1842–1894) of Fletcher Harris Archer, attorney, Mexican War veteran, Confederate officer and Petersburg mayor.

Significant donations included the ledger (1767–1770) and day book (1771–1778) of merchant Nicholas Seybert of Frederick County, Maryland, with a full-name index of regional customers; the early ciphering book of John Bird (1800–1878) of Highland County; the records (1907–1992) for the highly active Richmond African-American lodge of the Improved Benevolent and Protective Order of Elks; the papers (1709–1928) of the Evans Family of Paoli, Chester County, Pennsylvania, and South Boston, Virginia; and the papers (1988–2001) of Whittington “Whitt” W. Clement, former member of the House of Delegates for Danville and parts of Pittsylvania County.

Also in 2003, files (1925–2000) from famed Richmond radio station WRVA were donated, including extensive business records, historical materials and photographs, and hundreds of news, music, community affairs and other program recordings. The donation included memorabilia of

Sunshine Sue and Her Rangers, the Silver Star Quartet, the Old Dominion Barn Dance, the Corn Cob Pipe Club, Millard the Mallard, the Capitol Squirrel and scores of other favorites. Files, photos and other paper-based materials are already available to researchers.

The Library of Virginia continued its popular program to reformat fragile manuscript and newspaper materials from other institutions. Each year, the Library prioritizes collections for preservation filming, and creates copies for the partner institution as well as the Library. This past year, for example, the Library filmed the detailed patient register and physician's ledger for Emory and Henry College's Civil War hospital as well as a variety of Shenandoah Valley ledgers, minute books and registers for 1804–1933 from the collections of the Rockingham Historical Society in Dayton, Virginia.

Particularly noteworthy were significant donations of superb cartographic materials, including a 1676 map of *America with those known parts in the unknowne worlde* first "discribed and enlarged" in 1626; a 1733 *Map of the British Empire in America with the French and Spanish Settlements adjacent thereto*; a 1684 representation, *Novi Belgii Novaeque Angliae Nec Non Partis Virginiae Tabula*; an engraved and hand-colored map of Suffolk, published in 1722; and 13 diocesan maps of England and Wales created between 1810 and 1825.

The Library also added to its archival collections of state and local records. For example, in fiscal year 2003 the Library received 195 cubic feet of materials from the administration of Governor James S. Gilmore, including files from the Executive, Policy, Press, Scheduling and Constituent Affairs Offices. Other state records included extensive speech, news clipping and press release files from the Office of the Attorney General for 1994–1997; recent journals for the House of Delegates; recent committee records and studies from the Division of Legislative Services; and a variety of election abstracts, campaign expense records and other materials from the State Board of Elections. Local records accessioned included 23 volumes of Charles City County materials, including the County order book for 1860–1872, will books for 1808–1878 and muster rolls for the Civil War. The Library also added 174 volumes of Fauquier County manuscript materials, such as numerous 19th-century court, election, fiduciary, land, tax and township records. Other collections included 222 reels of Richmond City property assessment cards for 1934–1976, and a variety of records from Isle of Wight, James City and Page counties.

The Library's Special Collections department also accessioned a wide range of significant materials. Pictorial materials included an 1871 color lithograph of the *National Veteran's Home, Hampton, Va.*, depicting one of the first national soldiers' homes constructed in the South for African-American veterans. Broadside included an 1832 Bethany, Virginia, notice regarding the cholera; an 1852 overview of "points of interest" along the Baltimore and Ohio Railroad; an 1865 musicale program for the Richmond Theatre; and a Brunswick County notice featuring "the thoroughbred stallion Faidouble, alias Admiral Nelson." The Library also acquired a Union-army newspaper printed in Berryville by the "Typographic Fraternity of the First Minnesota Regiment" and a Confederate States Navy Register for 1862, as well as other interesting Civil War imprints. The Library received 300 technical and scientific monographs from the library of William J. Barrow (1904–1967). A pioneer in the chemical analysis and treatment of paper, Barrow for many years operated a "Restoration Shop" within the Library of Virginia, treating countless volumes and manuscripts according to the internationally recognized "Barrow method."

CONSERVING AND PRESERVING OUR PAST

The Library of Virginia continued to devote considerable fiscal and staff resources to its aggressive conservation-preservation program this year, investing in the repair, reformatting and storage of artwork, books, manuscripts, photographs, posters and a wide range of other materials. As in fiscal year 2002, the Library in 2003 faced substantial budget reductions. Even so, and particularly with the considerable assistance of the Library of Virginia Foundation and its many donors, conservation-preservation projects received nearly \$400,000 in appropriated and contributed funds. That support allowed the Library to initiate work on 249 projects.

Also in 2003, the Library continued its long-standing project to reformat to archival-standard microfilm more than 100 Virginia community newspapers that otherwise would be unavailable to future researchers. Retrospective work continued as well, with filming for older issues of such newspapers as the *Bull Mountain Bugle*, *Floyd Press*, *Claremont Herald*, *Farmville Journal*, *Fincastle Mirror* and the *Herald of the Valley*.

The Library also accelerated its program to conserve and reformat damaged and fragile photographic materials, working in partnership with its contract conservation-preservation vendor, the Etherington Conservation Center of Greensboro, North Carolina. The Library completed work on the remarkable Virginia Chamber of Commerce Photograph Collection of approximately 29,000 photos, stabilizing and printing more than 4,500 images of day-to-day life in rural and urban Virginia. Other photographic materials receiving treatment included 20 volumes of views exhibited in the Virginia Room during the 1939 World's Fair in New York, and 31 Virginia-related photographs commissioned by the Farm Security Administration during the Great Depression.

As part of a cooperative online Civil War Maps project with the Library of Congress and the Virginia Historical Society, the Library initiated work on 79 cartographic items. Included in the project were an 1860 county map of Virginia; an 1861 map "showing the location of railroads, canals, navigation projects and public institutions in which . . . Virginia had invested money;" a "military reconnaissance in the vicinity of Gauley Bridge, Department of Northern Virginia" in 1861; and a map of "the battle ground of the Greenbrier River," drawn by a member of the "Quitman Guards, First Regiment Ga. Vols."

The Library continued to care for numerous collections of letters, local records and other papers. In some instances, an entire collection is selected for treatment. In most instances, however, it is an individual item or a small portion of a collection that is in need of attention. This reality points to one of the greatest benefits in having an onsite Conservation Laboratory. Without easy and efficient access to treatment options, institutions too often find it is not cost effective to send single items or very small collections out of state or even out of town for care. Many institutions without close and ready access to conservation-preservation expertise understandably are forced to focus on the largest collections in need of care, at the expense of stabilizing and preserving valuable individual items when damage is encountered.

This year the Library provided treatment for items from a wide range of manuscript collections, including drawings and plans by landscape architect Charles Gillette and materials from the Thomas S. Boccock Letters, 1815–1891; Frank G. Ruffin Papers, 1811–1892; Shelton Family Papers, 1797–1871; Van Meter Family Papers, 1749–1870; and the Wickham Family Papers, 1836–1863. Larger projects included Governor's Office Bounty Warrants, 1779–1860; Louisa County Chancery Causes, 1767–1819; and vital records for western Virginia, present-day West Virginia,

such as birth records for 1854–1860, marriage records for 1853–1859 and death records for 1854–1858 and 1860. Other long-term projects included the Tazewell Family Papers, 1623–1930, highlighting the careers of Henry Tazewell, a judge and U.S. senator, as well as Littleton Waller Tazewell, senator, governor and lawyer and politician. The Library also continued work on multiple volumes from the Virginia Historical Inventory, a review and analysis of pre-1860 structures and sites undertaken by the Depression-era WPA Virginia Writers' Project.

The Library of Virginia Foundation's immensely popular "Adopt-a-Book, Etc." program again supported the conservation of a wide selection of rare titles, significant works of art and other materials. Many of the donations were memorial gifts, while others were gifts in honor of a family member or friend. Numerous donors supported the care of books often referenced by early Virginians, including *The Libertie of the Subject: Against the Pretended Power of Impositions. Maintained by an Argument in Parliament* (1641); *A New Method, and Extraordinary Invention, to Dress Horses and Work Them According to Nature* (1667), by William Cavendish Newcastle; *English Liberties; or, The Free-Born Subject's Inheritance. Being a Help to Justices as well as A Guide to Constables* (1703); Sir Isaac Newton's *Opticks; or, A Treatise of the Reflections, Refractions, Inflections and Colours of Light* (1730); a 1743 edition of Edmond Hoyle's *Short Treatise on the Game of Whist; Containing the Laws of the Game*; and *A Concise Account of North America: Containing a Description of Several British Colonies on That Continent* (1765), by Major Robert Rogers. Later titles included *Means of Obtaining a Long and Healthy Life* (1809), by Lewis Cornaro; *A New System of Modern Geography; or, A General Description of the Most Remarkable Countries Throughout the Known World* (1813), by Benjamin Davies; and *Architectural Sketches for Cottages, Rural Dwellings, and Villas, in the Grecian, Gothic and Fancy Styles, with Plans* (1823), by Robert Lugar.

"Adopted" titles about Virginia and Virginians included, for example, *Virginia: More Especially the South Part Thereof, Richly and Truly Valued: The 2d ed., with addition of the Discovery of Silkworms* (1650), by Edward Williams; a fine 1712 Amsterdam edition of Robert Beverley's famous *Histoire de la Virginia*; the *Speech of Mr. [Henry] Clay of Kentucky: Delivered June 27, 1840: On the Occasion of a Public Dinner, Given . . . at Taylorsville, in His Native County of Hanover, in the State of Virginia*; an 1841 edition of William Byrd's *Westover Manuscripts: Containing the History of the Dividing Line Betwixt Virginia and North Carolina*; an *Address Delivered on Laying the Corner Stone of the New Barracks of the Virginia Military Institute, July 4, 1850*, delivered by John W. Brockenbrough; a *Report on the Origins of the Yellow Fever in Norfolk During the Summer of 1855*; and "*Cousin Tommie!*" *A Parody by a Richmond Lady* (1885), by Mrs. Charles P. Winston. Artwork conservation included the repair, cleaning and matting of 21 drawings, pastels and watercolors of Virginia subjects by Catalan-American artist Pierre Daura (1896–1976), for many years a professor at Lynchburg College.

BRINGING THE LIBRARY TO ONLINE CUSTOMERS

The Library of Virginia continues to provide researchers, readers and other online visitors with access to a remarkable range of research resources. Selected manuscript materials, maps, photographs, bibliographies, indexes, guides to collections and other materials are available via the Library's web site at www.lva.lib.va.us. With such a wealth of resources, it is not surprising that the Library's "online reading room" attracted more than 1.9 million users in 2002–2003.

This year, however, the Library of Virginia was forced to reconfigure its digital programs as a result of substantial state budget reductions in 2001–2002. Since their inception in 1994, the Library's digital initiatives had been funded solely through federal monies awarded through the Institute of Museum and Library Services. These monies have always supported a wide range of much-needed and highly successful statewide Library educational activities. However, with the loss of several of these key programs' supplementary state support, the Library faced difficult choices and, in the end, necessarily focused on sustaining programs that benefited the broadest possible Virginia constituencies. As a result, the Digital Library Program as previously organized faced restructuring. Most significantly, nine highly talented and dedicated colleagues lost their positions.

The restructuring, along with the determination of the program staff, allowed the Library to devote a small portion of the remaining federal funds to completing several projects that were near fruition. The projects included the Richmond Esthetic Survey, a 1960s' structure-by-structure analysis of downtown Richmond architecture; improved, fully searchable databases for indexes to early Petersburg newspapers and several manuscript collections; a complex data file organization for the large Virginia Chamber of Commerce Photograph Collection; and the addition or enhancement of data for Arlington, Buchanan, Elizabeth City, Essex, Fairfax, Floyd, Goochland, Halifax, Henry, Louisa, Patrick, Warwick, Wise and Wythe counties as well as the cities of Alexandria and Portsmouth to the ongoing Death Records Index Project. As completed and tested, these new products will be added to the Library's web site.

The Library has also significantly increased its online finding aids to manuscript and other special collections. Using Encoded Archival Description tools, for example, the Description Services department is linking detailed guides to the respective collection's online catalog record.

The Library, moreover, continues to participate in consortia—to develop additional online products and to maximize the efficient use of already severely stretched fiscal resources. For example, as a member of the Virtual Library of Virginia (VIVA)—a strong cooperative made up of the Commonwealth's public and private colleges, universities, and community colleges—the Library of Virginia joined the Virginia Heritage project, an immense effort to compile online guides to manuscript and archival collections housed in Virginia's major educational institutions and research libraries. Supported by the National Endowment for the Humanities, the project has thus far completed thousands of finding aids and attracted more than 2.4 million searches. The Library of Virginia this year contributed nearly 500 collection guides totaling more than 9,600 pages. Partners include the College of William and Mary, the University of Virginia, Virginia State University, Virginia Tech, Virginia Commonwealth University, Old Dominion University, Virginia Military Institute, the Virginia Historical Society and Washington and Lee University.

For a sample of the project's work to date, please peruse the guide to the Library's recently processed WRVA Radio Collection, 1925–2000, chronicling the long history of the Richmond-based and

nationally known broadcast company. Part of the Library's Archival Collections, the online record is available via the Library's web site, using the search term "WRVA"; at the top of the catalog record, select the multimedia "Finding Aid" link.

The Library of Virginia also completed extensive preliminary work on a new Integrated Library System to provide quicker and more powerful access to the Library's extensive online catalog of book, periodical and manuscript collections relating to the history and culture of the commonwealth. The new system will be available in mid-October 2003 and will provide enhanced accessibility to the Library's digital collections. The system also—and for the first time—will provide links to online resources available through the state and federal government. The enhanced online catalog will allow researchers to look for materials across multiple collections at once and in those instances in which a title, report, or study is available electronically, patrons will be able to connect immediately to the digital material.

THE LIBRARY WEB SITE

Last fiscal year, 1,962,020 people visited the Library's web site at <www.lva.lib.va.us>. The web site showcases the Library's extensive collections, programs and services, and is a vital resource for the Library's users, many of whom have never visited the Library's facility at 800 East Broad Street in downtown Richmond.

Web site use has increased 39 percent since FY 2000–01, attracting users from every state and numerous foreign countries.



THE LIBRARY OF VIRGINIA FOUNDATION

The Library of Virginia Foundation was established in 1984 to advocate for public and private support of the Library of Virginia and its mission. The Foundation is a nonprofit charitable organization that receives grants, bequests and donations from individuals, corporations, foundations and other organizations in support of the Library.

The Library of Virginia safeguards the documentary records of our past as a guide to the future. The Foundation assists the Library in the preservation of its ever growing collection of treasures related to Virginia and Virginians, including private papers, photographs, manuscripts, maps and books. The Library of Virginia Foundation also supports the conservation of art and artifacts, helps fund the acquisition of materials for new and existing collections and provides funding for library programs and exhibitions.

The response to the 2002–2003 Annual Fund underscores the value donors place on the Library, its collections, staff, services and programs. This support is a powerful statement to individuals throughout the commonwealth that the preservation of Virginia's history and culture is important and is valued by her citizens. While other organizations experienced a decline of philanthropic giving, the Library received \$170,300, nearly 20 percent more than the previous year, from its Foundation donors in Virginia, the United States and even several other countries.

Preservation of historic books and records continues to be of vital importance to the Foundation. With the popular *Adopt-A-Book, Etc.* program, the Foundation was able to finance the conservation of a variety of historically significant items damaged by time and use. The list below gives a sampling of the range of historic materials and subject matter saved for future generations of scholars, students and others:

- *The country gentleman's pocket companion and builder's assistant for rural decorative architecture.* By William and John Halfpenny, 1755
- *A rainbow in his throat: poems.* By Eunice Gay Cheatham, (Dietz Press) 1939
- *Means of obtaining a long and healthy life.* By Lewis Cornaro. With notes by Mason L. Weems, 1809
- *The Westover Manuscripts: containing the history of the dividing line betwixt Virginia and North Carolina.* By William Byrd, printed by E. and J.C. Ruffin, 1841
- *Elements of the philosophy of the human mind.* By Dugald Stewart, 1821 (v. 1)
- *The philosophy of the active and moral powers of man.* By Dugald Stewart, 1828

In addition to Annual Fund donations, individuals, private foundations and corporations provided funding for a variety of special programs and projects for the Library this year. The *Virginia Roots Music* exhibition was an unmitigated success. Hundreds of people visited the exhibit and participated in the outstanding programs. The Foundation received support for this project from a variety of sources, including the Virginia Foundation for the Humanities and Public Policy, the Virginia Commission for the Arts, Dominion and the Bama Works Fund of the Dave Matthews Band.

An annual project, the literary awards celebration honors outstanding Virginia authors and recognizes outstanding philanthropic support of the Library of Virginia. The *5th Annual Library of Virginia Awards Celebration Honoring Virginia Authors & Friends* was held on September 21, 2002. This special evening highlighted the work of nine authors and celebrated the lifetime achievement

of renowned author Mary Lee Settle, the first living recipient of the award. Settle, who won the National Book Award and numerous other literary prizes, is one of the South's most respected writers. The Foundation presented the 2002 Philanthropic Award to Henry and Kaye Spalding. This incredible couple has supported the Library of Virginia and the Foundation for many years. They were honored for their generosity of time, spirit and giving. In addition to the Foundation's



R.T. Smith, winner of the Poetry Award; Mary Lee Settle, recipient of the Lifetime Achievement Award; Secretary of Education Belle S. Wheelan; Tom De Haven, winner of the Fiction Award; and Kent Newmyer, winner of the Non-fiction Award, at the 5th Annual Library of Virginia Literary Awards Celebration.

support, funding for these important annual literary awards was provided by the Library, the Virginia Center for the Book, the Ukrop Foundation, Borders and the Fairfax Center for the Book. *Style Weekly* served as media sponsor for the event.

The Library Shop continues to be an important component of the Foundation's activities. The Shop traveled the state again this year, visiting off-site venues and generating brisk sales and great publicity for the Library. Locations included the Museum Stores of Richmond's Holiday Shoppers Fair, Virginia Education Media Association Conference, the Virginia Library Association Conference and the McLean Project for the Arts. New products for the year included our seventh annual ornament, The National Style 4, a guitar design that celebrated the successful Virginia Roots Music exhibit. Also, produced in conjunction with the exhibition was the extremely popular CD, *Virginia Roots: The 1929 Richmond Sessions* produced by Outhouse Records. The CD received rave reviews making it a best seller in the Shop.



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Mr. Alfred G. Bridger Jr.	Ms. Shirley Raines Diller	
Ms. Mary Briggs	Mr. Hugh C. Dischinger	
	Mr. Donald Dougherty	

Mr. Howard R. Hammond
 Ms. Helen M. Handley
 Hanover County Historical
 Society, Inc., Hanover, VA
 Mr. & Mrs. Robert Hanrott
 Mrs. Archer E. Hansen
 Mr. Ralph Happel
 Mr. Enos F. Hargrave
 Dr. David H. Harpole Sr.
 Mr. Robert R. Harris
 Mr. & Mrs. Dale F. Harter
 Mr. Dwight Hartman
 Mr. James L. Hassell Jr.
 Ms. Kathryn Haugh
 Ms. C. J. Hawn
 Mr. Derek Healey
 Mrs. Eric M. Heiner
 Mr. Horace E. Henderson
 Ms. Rachel A. Heppes
 Mrs. C. H. Hinnant
 Ms. Shirley W. Hitchcock
 Mr. Robert B. Hitchings
 Mr. Thomas Jack Hockett
 Dr. & Mrs. Charles Hoelzel
 Ms. Patricia A. Holland
 Holy Trinity Lutheran Church,
 Wytheville, VA
 Hong Kong Economic and
 Trade Office
 Mr. John S. Hopewell
 Mr. William L. Hopkins,
 Jensen Beach, Florida
 Mr. William L. Hopkins,
 Richmond, VA
 Ms. Mary Ellen Howe
 Mr. & Mrs. Robert B. Howe Jr.
 Mr. Dennis Hudgins
 Mr. Raymond M. Hugo
 Mr. & Mrs. Roland Hugo
 The Huguenot Society of Ohio
 Mr. R. T. Hunter
 Mr. & Mrs. Eppa Hunton V
 Mr. Dan Hurlbert
 Mr. Lee Hutchison
 ICI Binding Corporation
 Ms. Charlotte T. Iserbyt

Sir Ian Isham
 Mr. F. Steve Ivey
 Ms. Stephanie Jefferson
 Ms. Beverly S. Johnson
 Ms. Elizabeth Johnson
 Robert Leland Johnson, Esq.
 Mr. Rogers Bruce Johnson
 Mr. F. Claiborne Johnston Jr.
 Mr. James M. Jones Jr.
 Ms. Donna Kamerer
 The Honorable Jay Katzen
 Ms. Suzanne Keeton
 Mrs. William Kelley
 Mr. Stephen L. King
 Dr. Jon Kukla
 Mr. Bruce C. Ladd
 Ms. Arlene Lankford
 Mr. James Leonard
 Mr. Henry Wilkins Lewis
 Mr. Robert C. Lightburn
 Ms. Frances Liles
 Mrs. Barbara V. Little
 Mr. Harry R. Long
 Ms. Elaine Ward Loomis
 Mr. Alexander Lorch
 Mr. Daniel Lovelace
 Ms. Patricia Lovelace
 Mr. Jake Lowe
 Mr. Charles H. Lowry
 Ms. Barbara R. Luck
 Ms. & Mr. Cabell Luck
 Mr. William Luebke
 Mr. Howard A. MacCord
 Dr. Edgar E. MacDonald
 Mrs. Charles A. MacIntosh
 Mr. Jim Mackay
 Mrs. Bruce F. MacRae
 Mr. Harry Macy
 Mr. Annis P. Mallory
 The Manassas Museum System
 Mr. Thomas E. Marshall III
 Mrs. Sharon S. Martin
 Maximilian Press
 Mr. Thomas Fortune McAlexander

Mr. Bruce McAllister
 Dr. William M. McCarty
 Ms. Barbara D. McClure
 Ms. Jennifer D. McDaid
 McGuireWoods LLP
 Mr. Joseph L. McNeely
 Mr. Daniel J. Meador
 Mr. P. M. Medyan
 Ms. Mary Ann T. Meyer
 Mr. Melvin L. Miller
 Mr. James L. Mohon
 Mr. Peter M. Mollica
 Mr. Walter W. Moore II
 Mr. Kenneth Morrell
 Mr. Daniel S. Morrow
 Mr. & Mrs. Paul M. Mott
 Mr. Steven H. Murden
 New England Historic
 Genealogical Society
 Ms. Rubinette Niemann
 Ms. Trudy Norfleet
 Ms. Donna Norton
 Mr. Richard Novak
 Mr. Jonathan A. Noyalas
 Mr. Tom O'Grady
 Ms. Janyce H. Olsen
 Mrs. Julian H. Osborne
 Mr. Dallas H. Oslin
 Mr. Dan Page
 Page Memorial Library,
 Montpelier, VA
 Mrs. Rajul Pandya-Lorch
 Ms. Alice M. Park
 Ms. Jane M. Parrish
 Mr. Gerald J. Parsons
 Ms. Penelope W. Partlow
 Ms. Lucille M. Payne
 Mr. Carl B. Pearce
 Mr. & Mrs. John W. Pearsall
 Ms. Pemberton
 Mr. Lyle D. Perrigo
 Mr. & Mrs. James R. Piedmont
 Ms. Helen M. Powell
 Project Vote Smart
 Ms. Ruby B. Pruitt

Mr. William M. Putman
 Mr. Jody Rawley
 Mr. Edwin Ray
 Mr. Tom H. Ray
 Ms. Virginia L. Refo
 Mr. Steve Revenson
 Mr. Charles F. Revier
 Richard Bland College
 Ms. Beverly Riedel
 Mr. Fred J. Riffe
 Ms. Betty B. Ringley
 Roanoke Public Library
 Mr. David L. Robbins
 Mr. Eugene W. Robbins
 Mrs. Carolyn Roderick
 Bishop Bill Rogers
 Ms. Martha B. Rogers
 Mr. Russell A. Rolfes
 Ms. Barbara E. Rooks
 The Reverend & Mrs. Ben L. Rose
 Ms. Ruth Rouse
 Mr. Samuel O. Ruff
 Ms. Allena M. Russell
 Mr. John T. Russell
 Ms. Frances M. Sadler
 Mrs. Emily J. Salmon
 Ms. Christine C. Sanders
 Ms. Kathleen Sands
 Ms. Betty B. Saufley
 Mr. Bruce P. Saunders
 Mr. Dudley D. Sauve
 Ms. Barbara B. Schnorrenberg
 Mrs. Arlington Schools
 Dr. Donald J. Senese
 Mr. George C. Seward
 Mr. James Shuman
 Mr. Leo J. Signiogo
 Ms. Pauline Simmons
 Mr. William S. Simpson
 Mr. Edward F. Sinnott Jr.
 Mrs. Beulah Sirbaugh
 Mrs. Rhoda B. Sisisky
 Mr. & Mrs. Ernest E. Skinner
 Ms. Jean Smallwood

Ms. Barbara Smith
 Mr. John W. Smith
 Ms. Karen Chilton Smith-Peirce
 Ms. Barbara Snead
 Mr. Errol Somay
 Mr. Malcolm Hudson South
 St. Peter's Church, Port Royal, VA
 Ms. Shirley Staley-De Vore
 Mr. Greg Starbuck
 Stein Mart, Inc.
 Ms. Sandra K. Stephens
 Ms. Suzanne Stevenson
 Mr. & Mrs. James Stowers
 Sts. Constantine & Helen Greek
 Orthodox Cathedral, Richmond, VA
 Ms. Margaret S. Sturges
 Mr. Wes Taukchiray
 The Honorable Helen Marie Taylor
 Mr. Benjamin P. Terrell
 Mr. Eric Thacker
 Ms. Katherine J. Thompson
 Mr. Sydnor Thompson
 Mr. John Thomson
 Mr. Robert M. Thornton
 Dr. Zsolt Török
 Ms. Meredith P. Townes
 Mr. W. Paul Treanor
 Dr. William E. Trout III
 Mr. Herman B. Turner
 The University of Arizona
 University Press, San Jose, CA
 Mr. John B. Vance
 Vanderbilt University Press
 Mr. G. E. Vaughan
 Mr. Michael J. Vaughn
 Mr. Charles H. Vellines
 Ms. Elizabeth Vermillion
 Virginia Commonwealth University
 Virginia Daughters of the
 American Revolution, Danville, VA
 Virginia Daughters of the
 American Revolution, Oakton, VA
 Virginia Educational Media
 Association
 Virginia Historical Society

Virginia Library Association
 Virginia Polytechnic Institute
 and State University
 Mr. Thomas Vogel
 Voices for Virginia's Children
 Mr. Thomas Wack
 Mr. Robert R. Walsh
 Mr. James B. Walthall
 Ms. Catharine M. Watkins
 Mrs. Marion S. Wattenbarger
 Mr. & Mrs. Minor T. Weisiger
 Ms. Allison Weiss
 Mr. & Mrs. Wells
 Mr. James M. White
 Ms. Joyce H. Whitten
 Mr. & Mrs. Sommer Wickham
 Ms. Jean Wight
 Dr. & Mrs. Jonathan Wight
 Mr. George E. Wilfong
 Mr. & Mrs. Judd R. Wilkins
 Mr. Daniel R. Williams
 Ms. Lucille Williams
 Ms. Henrietta Wilson
 Mr. Robert E. Wilson
 Mr. Wesley M. Wilson
 Mr. Peter Winants
 Ms. Leah Wolin
 Ms. Dorothy O. Womack
 Ms. Carol T. Wood
 Mrs. Dorothy Wood
 Mr. Tim W. Wood
 Mr. Thomas Wooden
 Mr. Joe Woolard
 Mr. L. P. Wren
 Mr. & Mrs. J. Sol Wrenn
 Mr. James W. Wrenn
 Mr. Richard J. Writt
 WRVA Newsradio 1140,
 Richmond, VA
 Mr. Carter F. Yeatman
 Dr. Abigail Ann Young

THE LIBRARY OF VIRGINIA FOUNDATION
A NON-PROFIT CORPORATION THAT SUPPORTS THE LIBRARY OF VIRGINIA

— **STATEMENT OF ACTIVITIES FOR THE YEAR ENDED JUNE 30, 2002** —

REVENUE, GAINS AND OTHER SUPPORT

CONTRIBUTIONS

Contributions & Gifts	\$156,603
Donated Equipment & Services	10,935
Investment Income	124,592
Library Gift Shop Revenue	216,785
Net gains (losses) on investments carried at fair value ...	(47,782)
	<hr/>
Total Revenues, Gains & Other Support	461,133

GRANTS, EXPENSES & LOSSES

GRANTS TO THE LIBRARY OF VIRGINIA

Program Services	\$374,767
Supporting services	
Management and General	222,496
Fundraising	109,205
Library gift shop	260,156
Uncollectible pledge	20,000
	<hr/>
Total Grants and Expenses	986,624

Increase (decrease) in Net Assets	(268,871)
Net Assets, Beginning of Year	4,264,958
Net Assets, End of Year	3,996,087

STATEMENT OF FINANCIAL POSITION AS OF JUNE 30, 2002

CASH FLOWS FROM OPERATING ACTIVITIES

(Decrease) increase in net assets \$(525,491)

Adjustment to reconcile increase (decrease) in net assets

To net cash provided by (used in) operating activities

Net realized and unrealized (gains) losses 47,782

(Increase) decrease in operating assets

Promises to give 75,331

Accounts receivable (8,228)

Investment Income receivable 1,145

Shop Accounts receivable 1,667

Inventory 27,640

Prepaid expenses 3,431

Increase (decrease) in operating liabilities

Accounts payable 13,670

Net Cash provided by (Used In) Operating Activities (346,597)

CASH FLOWS FROM INVESTING ACTIVITIES

Proceeds from sales and maturities of marketable securities ... \$1,744,510

Purchase of marketable securities (1,598,442)

Net Cash provided by (Used In) Investing Activities (146,068)

Net Increase (Decrease) in Cash and Cash Equivalents (200,529)

Cash and cash Equivalents

Beginning of Year 296,603

End of Year 96,074

PRESERVING OUR PAST, FORTIFYING OUR FUTURE, ENRICHING OUR LIVES
SUPPORTING THE LIBRARY OF VIRGINIA FOUNDATION THROUGH YOUR ESTATE PLANS

Our ability to preserve and provide access to unique and comprehensive information resources and services for the citizens of the commonwealth of Virginia and the world is due in large part to the generosity of Library of Virginia Foundation donors. Bequests and other charitable estate planning arrangements provide vital support for the Library of Virginia Foundation's future philanthropic efforts. Planned gifts directed to the Foundation ensure the fulfillment of our long-term goal of empowering individuals to seek the knowledge of the past for a better understanding of the future. In addition to furthering our mission of serving the library and archival needs of the government and citizens of Virginia, these special ways of giving offer several benefits to donors.

WILLIAM WALLER HENING SOCIETY

The William Waller Hening Society was formed in the summer of 2002 to recognize thoughtful donors who are committed to ensuring the vitality of the Library of Virginia's programs and services by providing for the Library of Virginia Foundation in their estate plans.

William Waller Hening (ca.1767–1828) was a pioneer in the creation of knowledge. Before Hening edited his 13-volume edition of Virginia laws, few comprehensive collections of early Virginia laws existed. In 1823, funds from the sale of Hening's *Statutes at Large* were appropriated to provide formal financial support for the State Library. Hening's work was instrumental in launching the Library of Virginia into its modern era.

The Library of Virginia Foundation is delighted to have an opportunity to honor the following individuals who through a bequest or other charitable gift arrangement are providing future support to the Library of Virginia.

Anonymous

William G. Broadus

Ward Good

David H. Harpole, Sr.

Peggy S. Joyner & Douglas M. Joyner

Joseph C. Kearfott

Sharon Grove McCamy



Mr. & Mrs. Thomas J. Peterkin

Peter B. Schwartz & Anna M. Moser

Mr. & Mrs. Henry C. Spalding, Jr.

Margaret Forehand Stillman

Jonathan & Jean Wight

Carter Yeatman

Nolan T. Yelich

WILLIAM WALLER HENING SOCIETY

Your financial and tax advisors may suggest other estate planning arrangements that offer benefits to you and your family and ultimately to the Library of Virginia Foundation. The Foundation encourages you to consult your advisors in devising a plan that meets your charitable and financial goals. If you have already included a provision in your estate plans to benefit the Library of Virginia, kindly inform the Foundation Office so that we may express our gratitude and acknowledge your generosity. Please contact Mary Beth McIntire, Executive Director, at 804-692-3590 or via e-mail at mmcintire@lva.lib.va.us for additional information.

MEETING THE DIVERSE NEEDS OF OUR CUSTOMERS

The Library of Virginia strives to meet the needs of its constituents through a variety of outreach programs, including its interlibrary loan, reference, archives and library consulting programs.

Libraries

During the past fiscal year the Library continued to provide information, guidance and training to enhance the effectiveness of the state's 90 public library systems. The annual public library directors' conference held in September featured sessions on fiscal responsibility, space utilization, statistics and the history of public libraries in Virginia. The Library also presented a workshop on the USA Patriot Act for 88 participants from 33 library systems.

The Library offered workshops for public library trustees on the Child Internet Protection Act and other legal issues at three sites in October 2002. More than 60 librarians attended "Tough Times, Difficult Decisions," a workshop aimed at helping libraries cope with the impact of budget reductions. The Library also offered presentations for public librarians on human resource issues, grant writing, Find It Virginia, the summer reading program and librarian certification. The Library partnered with the Division of Motor Vehicles to promote the use of public library Internet access terminals to complete online transactions with DMV. The Library also held a workshop at the annual Virginia Library Association meeting on *The Invisible Web*. Altogether, staff traveled more than 26,000 miles this year to provide on-site support to public libraries.

The Library received a training grant of nearly \$140,000 as Phase II of the Bill & Melinda Gates Foundation Library Initiative in Virginia. The grant financed 150 classes offered in the 17 training labs that were established in public libraries in Phase I. In these classes, more than 2,000 public library staff learned how to troubleshoot and fix public access computers, create web pages, use Microsoft Office software, and improve web searching, networking and Internet security skills.

The Library has two programs that facilitate public access to the business of government by making state and federal information available in libraries throughout the state. The State Documents Program received 27,388 documents from state agencies, a decrease of nearly 36 percent from the previous year. The drop reflected reduced agency publishing budgets stemming from the budget reductions sustained in the fall of 2002. Of the total publications received by the Library, State Documents participating libraries received 18,591 for inclusion in their respective collections. A portion of the drop in total state-agency publications received may also be attributable to the move toward online publications. The State Documents Program processed 21,125 General Assembly documents and distributed 15,079, an increase over the previous year. The Library also maintains a Federal Documents Program, one that is increasingly web-access only. At present the Library of Virginia disseminates approximately 50 percent of all federal publications issued by the Government Printing Office. In light of the strength of the Library's own collections and the collection patterns for other Virginia-based, federal document programs, the Library is attempting to further reduce the selection rate to more closely reflect patrons' research needs.

State and Local Entities

The Library works with localities and state agencies to enhance their records management operations. The Records Management Division presented 54 workshops this year to more than 3,000 state and local records officials and paralegals on topics including records management, electronic

records, the Health Insurance Portability and Accountability Act, document imaging, disaster planning and document imaging. Staff met with state and local records officers 110 times during the year to provide guidance in the area of records management.

The Library also offered assistance and advice to local and state agencies on grant writing, literacy, statistics, records management, research, automation and the duties of trustees to local and state agencies. Staff responded to numerous reference inquiries from local and state agencies. Many of these requests for information required extensive research and relied on sources available in the Library's comprehensive collections.

Exhibitions and Educational Programs

With the publication of the final issue of the Library's quarterly illustrated magazine of Virginia history and culture, *Virginia Cavalcade*, a valuable educational resource was lost. The magazine was the victim of falling circulation figures and the October 2002 budget cuts. Teachers still can find lesson plans tied to the Standards of Learning for past issues of *Virginia Cavalcade* at the Library's web site, <www.lva.lib.va.us>.

Lesson plans based on the Standards of Learning for each of the Library's major exhibitions were available on the Library's web site and on exhibition brochures. The Library's web site also includes a special section for teachers featuring the text of original documents related to Virginia history.

The Library continued to offer free exhibitions to the public, along with online versions on the Library's web site. The Publications program maintained the Library's commitment to educational programming by coordinating nine exhibition-related programs and 11 lectures and book signings.



Brochures from two of the Library's outstanding exhibitions

The *Virginia Roots Music* exhibit opened on July 8, 2002, and closed March 22, 2003. Supported by grants from the Virginia Foundation for the Humanities and Public Policy, the Virginia Commission for the Arts and the Bama Works Fund of the Dave Matthews Band, the exhibit and its educational programming proved to be immensely popular. The project with its concerts, lectures and collection of significant artifacts reached new audiences and earned positive reviews from, for example, the *Washington Post* and National Public Radio's *Weekend Edition*. The exhibit brochure received the 2003 Katharine Kyes Leab and Daniel J. Leab Award from the American Library Association's Association of College and Research Libraries as "an enticing introduction to a fascinating subject."

Public programs for the *Virginia Roots Music* project included lectures or performances by Vaughan Webb, Kip Lornell, Kinney Rorrer, Mike Seeger, the Paschall Brothers and the Richmond Sacred Harp Singers. Approximately 1,200 attendees enjoyed these presentations, which also included a teachers' workshop and cosponsorship of a concert with the Richmond Public Schools.

A second major exhibit, *Legacies of the New Deal*, opened April 14; additional exhibits included *Virginia's Washington Monument* and *Exploring the West with Lewis & Clark through Books*. The Library's well-received 2002 exhibit, *Jefferson and the Capitol of Virginia*, was on view at the Colonial Williamsburg Foundation's DeWitt Wallace Decorative Arts Museum from July 4, 2002 through February 17, 2003.

Lectures and Events

The Library of Virginia sponsored a number of diverse activities this past fiscal year and collaborated with other institutions and groups on several well-received programs.

The Library continues its support of family literacy by partnering with the Department of Education to promote reading aloud during Read Aloud to a Child Week in October.

The Library cosponsored the Museum of the Confederacy's 25th annual evening lecture series. The theme was *The War Hits Home: Confederate Society at War*, exploring the impact of the war and occupation on the South.

In April the Library and the Patrick Henry Memorial Foundation cosponsored the annual Governor Henry lecture, *Before the Virginia Statute: Patrick Henry and Religious Freedom*, featuring distinguished American historian Thomas E. Buckley, S.I.

The Library once again participated in the Elderhostel program coordinated through the Virginia Center on Aging at Virginia Commonwealth University. This year's programs attracted enthusiastic participants.

The free noontime series of "Mining the Treasure House" talks continued to be a popular program at the Library. Held generally on the third Tuesday of each month, these looks at the Library's unique collections and special programs have been a regular feature at the Library since November 1997. Topics for fiscal year 2002–2003 were:

- The Virginia Newspaper Project;
- Mutual Assurance Society records;
- Virginia prison music;
- Sir William Berkeley;
- Virginia place names;
- WRVA Radio records;
- Richmond African-American cemeteries;
- Domestic service at Maymont;
- The history of Virginia's public libraries;
- The Virginia WPA Writers' Project;
- The First One Hundred Years of Capitol Square; and
- The Davis Brothers, a Richmond design and build company.

The Library sponsored a series of lectures in honor of Archives Week in Virginia from October 6 through 12. The lecture topics included:

- Things 'They' Never Tell You: Thirty Years in Archival Reference*
- A Reporter's View: New Scoops from Old Documents*
- The Active Image: Modern Approaches to Historical Maps*

Because of budget cuts the Virginia Center for the Book is no longer affiliated with the Library of Virginia. The Library continues its support of the literary community through a series of free book talks and signings. Featured authors this past fiscal year included:

- Thomas W. Howard—*The Dixie Dictionary: An Introduction to the Southern Language*
- Charlene Boyer Lewis—*Ladies and Gentlemen on Display: Planter Society at Virginia Springs, 1790–1860*
- L.B. Taylor—*The Ghosts of Virginia*

Peter Bridges—*Pen of Fire: John Moncure Daniel*
 Dean Burgess—*An Unclean Act*
 Noah Andre Trudeau—*Gettysburg: A Testing of Courage*
 Diane Swann-Wright—*A Way Out of No Way: Claiming Family and Freedom in the New South*
 Ann Field Alexander—*Race Man: The Rise and Fall of the "Fighting Editor: John Mitchell, Jr.*
 Chris Bolgiano—*Living in the Appalachian Forest: True Tales of Sustainable Forestry*
 Jon Kukla—*Wilderness So Immense: The Louisiana Purchase and the Destiny of America*
 Suzanne Lebsock—*A Murder in Virginia: Southern Justice on Trial*
 J. Douglas Smith—*Managing White Supremacy: Race, Politics, and Citizenship in Jim Crow Virginia*



Suzanne Lebsock autographs
A Murder in Virginia

The Library honored the first anniversary of the tragic events of September 11, 2001, by putting on rare public display Virginia's original copy of the Bill of Rights. A special public reading of the document was presented at noon on September 11, 2002. Throughout the day numerous visitors, often accompanied by children, filed through the lobby to view the Bill of Rights.

The Library partnered with the University of Richmond's Jepson School of Leadership Studies to present "An Evening with James MacGregor Burns" in March and with the Jepson School and Leadership Metro Richmond for "A Dialogue on Trust in Government" in February.

The Library of Virginia cosponsored with the Richmond Metropolitan Area League of Women Voters and the League of Women Voters of Virginia "National Security versus Civil Liberty: A Forum on the USA Patriot Act."

COLLECTING, PRESERVING AND MANAGING GOVERNMENT RECORDS

The Library of Virginia provides a wide range of services to support the efficient management of state and local government records and reduce the cost of running government. These services include working with information technology professionals to manage and preserve electronic records and with clerks of the circuit courts and other officials to manage, store and dispose of their records.

One of the challenges facing government today is the need to better manage the flow of information. Records management staff completed 55 agency specific records retention schedules and eight general schedules this past fiscal year. These schedules help agencies manage their information needs by establishing timetables for keeping and disposing of public records.

A major issue this past fiscal year involved the failure of former Governor James S. Gilmore III to transfer key records of his administration to the Library of Virginia. These were public records documenting the business of the commonwealth during his term as governor. The Library began meeting with the Governor's staff in 1999 to ensure a complete records transition. The Gilmore administration had agreed to and signed a comprehensive records retention schedule in November 2001, but shortly after the initial transfer occurred it became clear that entire groups of records were missing.

After months of controversy the former governor and the Library reached agreement in November 2002 on the transfer of the records to the Library. The Library Board unanimously endorsed the agreement under which the former Governor transferred an additional 228 boxes of public records from his administration to the Library. The inclusion of these documents in the archives offers the public and historians a more complete record of the Gilmore administration.

The State Records Center continues to grow at a steady pace, increasing the cubic footage of records stored, records destruction services and revenue. The Records Center generated \$229,956 in revenue for services provided during the year. This included monthly storage fees, emergency retrievals, copies and confidential destruction of records. All other services, including initial transfer of the records, retrievals and destruction of unrestricted records were free to customers.

Records management staff represented the Library through association with a number of national and international organizations, including the Association of Records Managers and Administrators (ARMA) International United States Government Relations Committee and the United States delegation to the International Standards Organization (ISO) Technical Advisory Group (TAG 171) Committee for Document Imaging Applications. At the state level, staff served in leadership roles for the Virginia Association of Government Archives and Records Administrators and the Old Dominion Chapter of the Association of Information and Image Management (AIIM).

Due to the state fiscal crisis, 10 positions and the Imaging Services Branch were eliminated this year.

BUILDING READERS IN THE SUMMER

More than 165,000 children participated in 2002 Summer Reading Program, "Books and Pets: Our Friends for Life," which ran through August 2002. The program celebrating the special bond between children and their pets and their favorite stories was one of the most popular in recent memory. Pet shows were a feature of the program at many local libraries as were canine reading buddies, who "listened" while children read to them. As one participant said, "My dog does not make fun of me when I don't know a word."

A related teen program, "Reading Rescue," attracted more than 20,000 young people who read books to earn credit to help animal shelters in their local communities. Area businesses donated supplies to shelters based on the credit earned by the teen readers.

Approximately 90 percent of public libraries in the state took advantage of the free program materials provided by the Library of Virginia, including posters, bookmarks, reading records and certificates. In addition, the Library's youth services office offered libraries a program manual and presented three continuing education workshops to assist local libraries with planning for the summer reading program.

The 2003 Summer Reading Program theme is "Wolfin' Down Books @ Your Library" and features the award-winning art of Lane Smith, who created the sly and crafty wolf in *The True Story of the Three Little Pigs by A. Wolf as told to Jon Scieszka*. The teen program is "Eye Read," featuring graphic novels and books with visual appeal, as well as an online book club provide at no cost by the Chapter A Day company. Local libraries also will encourage teens to engage in community service through "I'm Making a Difference," a teen volunteer program.

Planning for the reading program begins more than a year before the start of the program and involves input from local and state representatives. The annual program helps prevent learning loss over the summer, reinforces educational learning standards, promotes the joy of reading and fosters creativity and self-expression. The Library of Virginia's summer reading program activities are funded by a federal Library Services and Technology Act.

MANAGING PUBLIC SUPPORT

As an agency of the commonwealth, the Library of Virginia is governed by the financial management regulations of the state and is accountable to the Executive Branch for the use of its funds. Financial transactions are reviewed by the Office of the State Comptroller and audited by the State Auditor of Public Accounts.

The Library's budget includes state aid to local public libraries. More than \$16 million of the agency's nearly \$28 million state allocation went directly to local libraries in fiscal year 2003.

In 1996 Congress enacted the Library Services and Technology Act. The focus of the act is information access through technology and information empowerment through special services. Federal funding is provided by the Institute of Museum and Library Services. The funds are used to pay for the licensing of the databases for Find It Virginia, which provides free library service 24 hours a day at home, at work, or anywhere Virginians connect to the Internet. LSTA funds also underwrote the annual Summer Reading Program for public libraries, continuing education courses provided by the Library of Virginia for public library staff and trustees, and covered staffing costs for some information technology and library development personnel.

The LSTA Advisory Council reviews and recommends grants to libraries and museums. Its recommendations are presented to the state Library Board for final approval. No grants were awarded in fiscal year 2002–2003.

The Statement of Revenues and Expenditures for fiscal year 2002–2003 has been stated using a cash basis of accounting, as mandated by the state.

THE LIBRARY OF VIRGINIA—STATEMENT OF REVENUES AND EXPENDITURES
CASH BASIS

FOR THE YEARS ENDED JUNE 30, 2002 AND 2003

REVENUES	2002	2003
State General Fund Appropriations	\$34,363,107	\$27,694,342
LSTA State Grant	3,432,786	3,190,575
Public Library Construction—Title II	0	11,384
Virginia Newspaper Project—NEH	228,563	233,690
National Historical Publications & Records Grant	0	2,420
Publications Sales	111,064	61,610
Microfilming Service Fees	45,109	37,354
Photostat Fees	124,935	128,287
Certificate Filing Fees	2,070	2,700
Research Fees	29,973	37,349
Fines	5,432	5,604
Facility Usage Fees	32,513	23,455
Commission from Food Service Vendor	12,199	13,882
Storage Fee—State Records Center	181,276	230,729
Library of Virginia Foundation	477,102	288,361
Other Revenues	14,008	19,444
Preservation of Circuit Court Record Fees	3,158,908	3,831,607
TOTAL REVENUE	\$42,219,045	\$35,812,793
EXPENDITURES		
Payroll and Benefits	10,954,114	10,139,279
Contractual Services	4,459,566	3,407,458
Supplies and Materials	480,607	387,536
Equipment and Plant	885,582	588,683
Continuous Charges (Rent, Insurance, etc.)	2,301,120	2,106,171
Aid to Localities	21,410,659	16,302,671
Other Expenditures and Transfers	18,143	2,892,573
TOTAL EXPENDITURES	\$40,509,791	\$35,824,371
NET REVENUES IN EXCESS OF EXPENDITURES	\$1,709,254	(\$11,578)
Carryforward from Prior Year	\$3,255,773	\$4,965,027
Ending Fund Balance	\$4,965,027¹	\$4,953,449²

¹Restricted \$4,965,027
Unrestricted \$0

²Restricted \$4,953,449
Unrestricted \$0

ADDING UP OUR IMPACT

VISITATION

The Library attracts historians, public officials, students, educators, business people, genealogists and other citizens from across Virginia, the United States and around the world.

1998-99	1999-00	2000-01	2001-02	2002-03
152,034	133,989	117,782	146,996	108,116*

*Because of budget cuts and lay-offs the Library of Virginia's reading rooms and collections closed to the public on Mondays effective October 21, 2002.

REFERENCE AND RESEARCH SERVICES

Reference and research figures reflect written, telephone and in-person queries. The Library of Virginia began accepting e-mail reference requests from Virginia residents in 2001.

1998-99	1999-00	2000-01	2001-02	2002-03
65,771	71,566	64,530	63,899	65,306

INTERLIBRARY LOAN

Interlibrary Loan figures reflect the number of items circulated through this service.

1998-99	1999-00	2000-01	2001-02	2002-03
14,234	12,892	12,493	13,387	12,181

ACQUISITIONS

The Library of Virginia, the research and reference center at the seat of Virginia government, is charged with collecting and maintaining comprehensive collections documenting the commonwealth's history. Acquisitions include books, bound periodicals and microform materials.

1998-99	1999-00	2000-01	2001-02	2002-03
19,124 purchased	20,307 purchased	8,184* purchased	7,774** purchased	4,991** purchased
7,282 donated	6,812 donated	7,315 donated	6,723 donated	5,343 donated

*Due to budget reductions, year-end money was unavailable for purchases.

** The continuing state budget crisis resulted in limited funding for acquisitions.

ARCHIVAL ACCESSIONS

The Library accessioned 886.3 cubic feet of archival materials in 2002-2003. This includes:

701.4 cubic feet of state records;

102.5 cubic feet of local records; and

82.4 cubic feet of business, organizational, military and church records,
as well as personal papers.

CIRCULATION SERVICES

Information is available from the Library of Virginia through in-Library usage in the reading rooms, checkout for use at home or office, interlibrary loan and Reference and Research Services either by phone, letter, fax or e-mail. Library patrons used 296,896 items from the collections in 2002-2003.

STATE AID

State aid to support local and regional libraries has been awarded annually since 1942 to eligible public libraries based on a formula. State aid is administered by the Library of Virginia and is an important stream of revenue for Virginia's public libraries. For the fiscal year ending June 30, 2003, the Library Board initially awarded \$18,864,157 in grants to 90 public library systems. In October, the overall funding was reduced to \$16,034,532 and each library adjusted their budgets accordingly. State aid was used overwhelmingly for the purchase of books and materials (75 percent). The funds also went toward salaries for professional librarians (9 percent), contractual services (5 percent), Internet access (3 percent), supplies and equipment (3 percent), fellowships for attending library school, and furniture and other uses (5 percent).

The state aid formula is found in the *Code of Virginia* §42.1- 48. The formula used to distribute state aid is based on local expenditures, square miles served and population. Additional funds are awarded to regional libraries serving more than one political jurisdiction. State aid augments local support for libraries and encourages the formation of regional library systems to provide more economical service and a broader range of services. The formula was enacted in the 1970s and has been amended several times. The Library of Virginia Board's *Requirements Which Must Be Met In Order To Receive Grants-In-Aid* also govern this program.

FY 2003 STATE AID TO LOCALITIES

Alexandria	210,208.00	Madison	18,976.00
Amelia (Hamner)	27,149.00	Massanutten (Rockingham)	337,491.00
Amherst	150,334.00	Mathews	27,729.00
Appomattox Regional	267,785.00	Meherrin	142,357.00
Appomattox (Jamerson)	28,238.00	Middlesex	43,277.00
Arlington	223,653.00	Montgomery-Floyd	270,117.00
Augusta	203,485.00	Narrows (Brammer)	15,232.00
Bedford	268,878.00	Newport News	221,926.00
Blackwater (W. C. Rawls)	444,544.00	Norfolk	233,677.00
Blue Ridge	415,352.00	Northumberland	39,202.00
Botetourt	126,057.00	Nottoway	36,009.00
Bristol	85,878.00	Orange	136,238.00
Buchanan	90,590.00	Pamunkey	429,656.00
Campbell	172,112.00	Pearisburg	39,075.00
Caroline	41,026.00	Petersburg	182,981.00
Central Rappahannock	843,805.00	Pittsylvania	152,896.00
Central Virginia (Buckingham-Farmville)	69,276.00	Poquoson	99,274.00
Charles P. Jones	61,392.00	Portsmouth	204,283.00
Charlotte	40,769.00	Powhatan	40,093.00
Chesapeake	228,072.00	Prince William	587,982.00
Chesterfield	241,958.00	Pulaski	116,028.00
Clifton Forge	24,342.00	Radford	106,882.00
Colonial Heights	110,027.00	Rappahannock	24,781.00
Culpeper	125,966.00	Richmond City	225,722.00
Cumberland	19,029.00	Richmond County	17,243.00
Danville	174,321.00	Roanoke City	203,120.00
Eastern Shore	116,930.00	Roanoke County	202,639.00
Essex	23,658.00	Rockbridge	255,724.00
Fairfax	576,206.00	Russell	68,878.00
Falls Church (Styles)	184,352.00	Salem	143,005.00
Fauquier	198,851.00	Shenandoah	62,965.00
Fluvanna	47,391.00	Smyth-Bland	226,177.00
Franklin	117,240.00	Southside	164,003.00
Galax-Carroll	112,165.00	Staunton	187,428.00
Gloucester	100,668.00	Suffolk	198,896.00
Halifax-South Boston	112,614.00	Tazewell	150,324.00
Hampton	214,443.00	Virginia Beach	276,789.00
Handley Library	347,288.00	Warren (Samuels)	98,012.00
Henrico	241,112.00	Washington	197,344.00
Heritage Library	48,213.00	Waynesboro	186,437.00
Highland	12,804.00	Williamsburg	384,970.00
Jefferson-Madison	661,376.00	Wythe-Grayson	151,173.00
King George (Smoot)	59,878.00	York	195,142.00
Lancaster	49,431.00		
Lonesome Pine	493,914.00	TOTAL	\$16,034,533.00
Loudoun	222,912.00		
Lynchburg	196,688.00		

PRESERVING OUR CIRCUIT COURT RECORDS

Since 1990 the Library of Virginia has worked with the commonwealth's circuit court clerks to preserve and make accessible local circuit court records. The Virginia Circuit Court Records Preservation Program is funded through a \$1.50 fee that is included with the cost of recording land transactions and judgments in the circuit courts. The revenue generated through this fee is used to preserve the priceless historical records of the circuit courts. This fiscal year the program awarded more than \$400,000 through 51 grants to 39 localities.

The Virginia Circuit Court Records Preservation Program this year completed the specifications for a pilot project for digitally imaging the historical chancery records of Fairfax County. Chancery court cases deal with land dispute resolutions, dissolved partnership settlements and divorces and estate divisions when the owner dies intestate. Library staff and procurement staff of Fauquier County continued to work closely with Progressive Federal Technology Systems, Inc. of Bethesda, Maryland, the vendor for the pilot project, to deliver both a master and user image for the estimated 464,000 documents related to this project.

During this year, two microfilming service bureaus determined that they did not have the capability to reformat historical ended chancery records. This leaves one microfilming service bureau capable of capturing this type of record, providing further impetus to develop digital imaging as the new choice of reformatting.

The budget for the Virginia Circuit Court Records Preservation Program was reduced by more than \$2.7 million over the current biennium. Much of that funding had been reserved for the digital imaging of a substantial portion of the estimated 27 million chancery images and early 20th-century land tax records from clerks' offices across the commonwealth. Loss of the funding will delay the preservation of and access to these valuable court records.

VIRGINIA CIRCUIT COURT RECORDS PRESERVATION GRANT PROGRAM

AWARDS FOR 2003-A CYCLE

LOCALITY	PROJECT TYPE	AWARDED
Brunswick County	Item Conservation—Book	6,312.00
Campbell County	Item Conservation—Book	11,400.00
Fluvanna County	Item Conservation—Book	6,087.00
Halifax County	Item Conservation—Book	9,992.20
Henry County	Item Conservation—Book	8,375.00
City of Portsmouth	Item Conservation—Book	1,305.00
Prince William County	Item Conservation—Book	3,461.00
Wise County	Item Conservation—Book	4,054.50
Amelia County	Processing—Indexing	1,099.00
Scott County	Processing—Loose Papers	8,449.00
Shenandoah County	Processing—Loose Papers	18,727.00
Wise County	Reformatting—Paper to Digital	370.45
Accomack County	Reader/Printer	14,595.00
Henry County	Reader/Printer	9,329.00
Richmond County	Reader/Printer	7,734.00
Dickenson County	Security System—Camera	13,456.00
Henry County	Security System—Camera	10,730.00
Lee County	Security System—Camera	18,871.00
Montgomery County	Security System—Camera	16,008.00
Patrick County	Security System—Camera	11,392.00
Floyd County	Security System—Fire & Smoke	1,140.00
TOTAL:		\$182,887.15

AWARDS FOR 2003-B CYCLE

LOCALITY	PROJECT TYPE	AWARDED
Bedford County	Security System—Camera	\$ 19,530.00
Campbell County	Security System—Camera	19,978.00
Rappahannock County	Security System—Camera	16,268.00
Washington County	Security System—Camera	19,010.00
Scott County	Reformatting—Film to Digital	3,182.68
Brunswick County	Reformatting—Paper to Digital	13,680.00
Hanover County	Reformatting—Paper to Digital	14,300.00
Martinsville, City of	Reformatting—Paper to Digital	3,510.00
Russell County	Reformatting—Paper to Digital	14,231.50
Staunton, City of	Reformatting—Paper to Digital	34,798.00
Amelia County	Reformatting—Paper to Film	6,340.00
Floyd County	Processing—Indexing	1,011.00
Frederick County	Processing—Indexing	1,011.00
Louisa County	Processing—Indexing	1,588.50
Northumberland County	Processing—Indexing	1,588.50
Orange County	Processing—Indexing	1,011.00
Prince Edward County	Processing—Indexing	1,588.50
Richmond County	Processing—Indexing	1,011.00
Tazewell County	Processing—Indexing	613.44
Westmoreland County	Processing—Indexing	1,588.50
Alleghany County	Processing—Loose Papers	11,948.00
King George County	Reader/Printer	7,734.00
Smyth County	Reader/Printer	7,734.00
Campbell County	Item Conservation—Book	9,094.00
King William County	Item Conservation—Book	6,855.00
Loudoun County	Item Conservation—Book	7,440.00
Smyth County	Item Conservation—Book	4,810.00
Wise County	Item Conservation—Book	7,430.00
Sussex County	Item Conservation—Paper	890.00
Chesapeake, City of	Preservation—Grant Addendum	4,320.00
TOTAL:		\$244,094.62

GIVING OF THEMSELVES: RECOGNIZING THE LIBRARY VOLUNTEERS

Library of Virginia volunteers supported the Library and its programs this year by assisting staff in a number of areas. They helped with mass mailings, photocopying, and researching and writing for the *Dictionary of Virginia Biography* Project. Volunteers also assisted patrons in using microfilm, completed indexing and record keeping projects, provided customer support, created displays and organized the stockroom for the Library Shop, worked on graphic design projects, organized the filing of public library audits, assisted in reference and helped with hosting duties at several special events.

In addition to its volunteers, the Library this fiscal year was privileged to have nine interns who provided invaluable assistance to the *Dictionary of Virginia Biography* Project, Reference Services and Special Collections.

We salute our volunteers and interns for their efforts, dedication and commitment to the Library of Virginia. To learn more about being an intern or volunteering at the Library of Virginia, please call 804/692-3586 or visit the Library's web site at <www.lva.lib.va.us>.

We salute our volunteers and interns for their efforts, dedication and commitment to making the Library of Virginia an even more special place to the commonwealth.

FISCAL YEAR 2003 VOLUNTEERS

Anna Alexander
Beth Bond
Kate Cosby
Amanda Daniel
Shirley R. Diller
Harriett K. Edmunds
Matthew Giessel
Henry Grunder
Martha Haggerty
Molly Hancock
Angelica Hart
Charles W. Hill
Elizabeth Hill
Renee Isabelle
Judith S. Layton
J. Jefferson Looney
Sheena Marshall
Mary Chambers Minozzi
Marya Olgas
Martha Rogers
Victoria Walden
Brad Whitehead
Martha Williams

FISCAL YEAR 2003 INTERNS

Cheryl Collins
Philip Hein
Tricia Hollomon
Cathy Oxley
Sarah Perkins
Emily Richardson
Terry Stoops
Steve Stuart
Dury Wellford



John Watts "Babe" Spangler, ca. 1927-1930. Photo courtesy of Jean Spangler Hollins